

Appendix 1

Meeting Minutes
Interagency Planning Committee

Custer County Wildfire Mitigation Planning Project Meeting Minutes - 11/20/03

Attendees:

Name	Phone	Email	Affiliation
Wes Jones	552-2627	wjones@ida.net	ERS
Kim Jordan	552-2627	kjordan@ida.net	ERS
Ken Day	588-2274	mackaywater@cs.com	Mackay Fire Asst. Chief, City Foreman
Randy Ivie	588-3361	mackaywater@cs.com	City of Mackay Fire Chief
Will Marcroft	588-3416	wmarcroft@fs.fed.us	US Forest Service Lost River FMO
Bill Baer	879-6204	william_baer@blm.gov	Challis BLM
Wiley Smith	588-2218	wileys@atcnet.net	South Custer Board Chairman
John Fowler	879-4321	jfowler@fs.fed.us	USFS – South Zone Fuels Spec
Walt Johnson	588-3387	6139 Train Creek Rd	South Custer RFD Fire Chief Mackay, ID 83251

Scope:

Emergency Response Solutions held the first Planning session on November 20, 2003 at the Mackay City Conference Room, from 0900 to 1200 hours. This was the first opportunity to brainstorm and plan for future activities in regard to the Custer County Wildfire Mitigation Planning project.

Provided:

All personnel in attendance were provided copies of the Project Scope, Table of Contents for draft Wildfire Mitigation plan, Summaries from meetings which were held in Mackay, Challis, Clayton, and Stanley during May and June with local Fire Departments and Agencies.

Documentation/Data Received:

- ◆ South Custer Rural Fire District Grant Needs List – Wiley Smith
- ◆ Mutual Agreement Between The City of Mackay and The South Custer Rural Fire Protection District
- ◆ 2003 Operating Plan for South Custer County Rural Fire District and United States Department of Agriculture, Forest Service Salmon-Challis National Forest and United States Department of Interior, Bureau of Land Management Upper Columbia-Salmon Clearwater District
- ◆ 2003 Annual Operating Plan between Mackay City Fire Department and United States Department of Agriculture, Forest Service Salmon-Challis National Forest and United States Department of Interior, Bureau of Land Management Upper Columbia-Salmon Clearwater District
- ◆ Cooperative Fire Protection Agreement between US Department of Agriculture, Forest Service Salmon-Challis National Forest and South Custer Rural Fire District
- ◆ Cooperative Fire Protection Agreement between US Department of Agriculture, Forest Service Salmon-Challis National Forest and Mackay City Fire Department and US Department of Interior, Bureau of Land Management Upper Columbia-Salmon Clearwater Districts
- ◆ Salmon-Challis National Forest Fire Management Plan 2003
- ◆ MAP - Fire History of the Salmon-Challis National Forest and Custer County 1919-2003 (US Forest Service)

Fire History Data: This map depicts the occurrence of wildland fires on the Salmon-Challis National Forest. Many data sets were used in compiling this map including Fire Atlases from the Challis National Forest 1919-1995, Fire Atlas of the Salmon National Forest 1919-1995, Fire reports of the Central Idaho Interagency Fire Center 1930-2002, and the Bureau of Land

Management Upper Columbia Field Office, Salmon Idaho. The historical record is incomplete for the area, especially in the early years. For instance, reports from 1910 show 19,000 acres burned on the Challis NF but were not mapped. This map was produced for display purposes only and should not be used for navigation.

- ◆ MAP - South Custer Fire District
- ◆ MAP - Lost River Ranger District Fire Protection Boundary (LRRD Gis Staff)

Assignments/Discussion points:

- ◆ Discussed the possibility of the Salmon District being transferred to BLM in IF.
- ◆ ERS will complete a Timeline specific to the activities necessary to be implemented and completed between now and project completion date of February 15, 2004.
- ◆ Interagency Planning Team suggestions based upon members present.

<u>North Custer</u>	Bill Blount Wayne Butts	*John Fowler Doug Hammond	*Jim Alexander
<u>South Custer</u>	*Bill Baer Will Marcroft Walt Johnson	*John Fowler Wiley Smith *Jim Alexander	*Randy Ivie Ken Day Lin Hintze
<u>Stanley</u>	Cliff Hansen *John Fowler	Troy Hagen Bill Blount	Andy Gunderson

* Key Interagency Planning team members who will be participating in all planning sessions.

- ◆ The web page for the Idaho Statewide Implementation Strategy for the National Fire Plan is located at:
<http://www2.state.id.us/lands/Natl%20Fire%20Plan/Idaho%20Implementation%20Strategy/Idaho%20Implementation%20Strategy%20Home.htm>
- ◆ Idaho Statewide Implementation Strategy for the National Fire Plan – reviewed the draft Wildfire Mitigation Plan format and discussed how it complies with the guidelines.
- ◆ Mapping activities will be coordinated with John Fowler, Bill Baer, and Michell Walker to include overlays for water sources, hydrants, power lines, etc.... (Committee will identify the information necessary for the project needs).
- ◆ ERS will compile format and discussion points for the draft plan and route to the Interagency Planning Team, and interested participants for comment(s).
- ◆ ERS will develop a questionnaire for routing to County residents, and Home Owner associations. As part of the public involvement process to solicit input and comments.
- ◆ ERS will contact Chris James for names and addresses of homeowners for questionnaire routing.
- ◆ Scoping meetings will be scheduled and conducted in Stanley and Challis, similar to the meeting held today.
- ◆ ERS will develop posters announcing Public meeting sessions. These posters will be placed at strategic locations within the County prior to Public meeting sessions.
 1. Local media will be informed of public sessions
 2. Channel 8 Community Calendar
 3. Challis Messenger (as applicable)
 4. Mackay Miner (as applicable)

**Custer County Wildfire Mitigation Planning Project
Challis Meeting Minutes – 12/5/2003**

Attendees:

Name	Phone	Email	Affiliation
Wes Jones	552-2627	wjones@ida.net	ERS – Project Manager
Rick Fawcett	552-2627	fawcett@ats.com	ERS – Senior Consultant
Jim Alexander	879-2463	custerdscja@yahoo.com	Custer County Disaster Coordinator
Launna Gunderson	879-2932	launnag@custertel.net	Challis Fire
Andy Gunderson	774-2222	SVRFD@ruralnetwork.net	Sawtooth Valley Rural Fire Department
Bill Baer	879-6204	william_baer@blm.gov	Challis BLM
Fritz Cluff	756-5457	fcluff@blm.gov	Salmon BLM
John Fowler	879-4321	jfowler@fs.fed.us	USFS – South Zone Fuels Spec

Scope:

Emergency Response Solutions held the second Mitigation Planning session on December 5, 2003 in Challis, Idaho at the Custer County Court House, from 1300 to 1530 hours. This was the second opportunity to discuss the mitigation plan development and future implementation activities in regard to the Custer County Wildfire Mitigation Planning project.

Provided:

All personnel in attendance were provided updated copies of the Project Scope, Table of Contents for draft Wildfire Mitigation plan, Summaries from meetings which were held in Mackay, Challis, Clayton, and Stanley during May and June with local Fire Departments and Agencies.

Documentation/Data Received:

1. Copy of the Private/Federal/State Land interface Map.

Assignments/Discussion points:

- ♦ Interagency Planning Team suggestions based upon members present.

North Custer

Bill Blount *John Fowler *Jim Alexander
Wayne Butts Doug Hammond

South Custer

*Bill Baer *John Fowler *Randy Ivie
Will Marcroft Wiley Smith Ken Day
Walt Johnson *Jim Alexander Lin Hintze

Stanley

Cliff Hansen Troy Hagen Andy Gunderson
*John Fowler Bill Blount

- Key Interagency Planning team members who will be participating in all planning sessions.

- ◆ The web page for the Idaho Statewide Implementation Strategy for the National Fire Plan is located at:
<http://www2.state.id.us/lands/Natl%20Fire%20Plan/Idaho%20Implementation%20Strategy/Idaho%20Implementation%20Strategy%20Home.htm>
- ◆ Idaho Statewide Implementation Strategy for the National Fire Plan – reviewed the draft Wildfire Mitigation Plan format and discussed how it complies with the guidelines.
- ◆ The Kootenai County Fire Mitigation Plan will be used as a template where possible.
- ◆ Mapping activities will be coordinated with John Fowler, Bill Baer, and Michell Walker to include overlays for Wild Land/Private Property Interfaces, Fire History and Transportation Routes.
- ◆ ERS will complete the Mitigation Plan Draft and route it for review and comment by December 20, 2003.
- ◆ ERS will develop a questionnaire for routing to County residents, and Home Owner associations. As part of the public involvement process to solicit input and comments.
- ◆ ERS will contact Chris James for names and addresses of homeowners for questionnaire routing.
- ◆ Homeowner associations will be contacted and invited to meet as subcommittees to provide important input into the planning stages.
- ◆ An additional scoping meeting will be scheduled and conducted in Stanley, similar to the meeting held today. The meeting will be held December 11, 2003 at 1300 hours.
- ◆ GIS Maps will be complete and available for use once the Rural Addressing Project is complete.
- ◆ ERS requested Fire Histories from the individual Fire Departments if available.
- ◆ SNRA will be invited to participate in Stanley.
- ◆ ERS will explore the use of community web pages to transmit information to citizens.
- ◆ ERS will contact the Shoshone Bannock Tribe and invite them to participate.
- ◆ Meetings will be held with the County Commissioners prior to public meetings.
- ◆ Watershed issues will be addressed in the hazard and vulnerability assessment process. Information was requested on historical post-fire watershed issues from the participants.
- ◆ ERS will provide copies of the Stanley Basin Fire Assessment to participants.
- ◆ ERS will coordinate with RC&D the use of the individual fire assessments completed on each community.
- ◆ Forest Service and BLM will try to determine historical suppression cost for the Custer County area.
- ◆ Fish and Game needs to be included in the planning.
- ◆ Idaho Department of Lands needs to be included in the planning.
- ◆ The Planning Team needs to clearly determine who has the responsibility for implementation once the County, the State, and FEMA approve the plan.
- ◆ ERS will contact Salmon River Electric to get a map of transmission lines.
- ◆ ERS will develop posters announcing Public meeting sessions. These posters will be placed at strategic locations within the County prior to Public meeting sessions.
 2. Public Poster Boards in Business, the Y Café, Post Offices, Village Square, Lambs Market, East Idaho Credit Union, Smiley Creek Lodge, Jerry's Country Store, Mt. Village Market,
 3. Post Register, Messenger, Other News Papers as appropriate
 4. Channel 8 Community Calendar
 5. Web Sites for Custer County, City of Challis, Chambers of Commerce

**Custer County Wildfire Mitigation Planning Project
Stanley Meeting Minutes – 12/11/2003**

Attendees:

Name	Phone	Email	Affiliation
Wes Jones	552-2627	wjones@ida.net	ERS – Project Manager
Rick Fawcett	552-2627	fawcett@dat.com	ERS – Senior Consultant
Jim Alexander	879-2463	custerdscja@yahoo.com	Custer County Disaster Coordinator
Wilma Alexander	879-2463		Custer County Disaster Coordinator Assistant
Cliff Hansen	879-2360		Custer County Commissioner
Launna Gunderson	879-2932	launnag@custertel.net	Challis Fire
Andy Gunderson	774-2222	SVRFD@ruralnetwork.net	Sawtooth Valley Rural Fire Department
Dave Kimpton	774-3386		Resident
Rochelle Ahrens	737-3229	rahrens@fs.fed.us	Sawtooth N.F. Prevention
Michelle Erdie	622-8275 or 622-8268	merdie@fs.fed.us	North Zone Fire Prevention Technician Sawtooth N.F.

Scope:

Emergency Response Solutions, assisted by Custer County Disaster Services, held the third and final Mitigation Planning session on December 11, 2003 in Stanley, Idaho at the Sawtooth Valley Rural Fire Department, from 1300 to 1500 hours. This was the third opportunity to discuss the mitigation plan development and future implementation activities in support of the development of the Custer County Wildfire Mitigation Planning project.

Provided:

All personnel in attendance were provided updated copies of the Project Scope, Table of Contents for draft Wildfire Mitigation plan, Summaries from meetings which were held in Mackay, Challis, Clayton, and Stanley during May and June with local Fire Departments and Agencies.

Documentation/Data Received:

Field Guide for Red zone Surveys

General Information:

- ♦ Interagency Planning Team suggestions based upon members present.

North Custer

Bill Blount *John Fowler *Jim Alexander
Wayne Butts Doug Hammond

South Custer

*Bill Baer *John Fowler *Randy Ivie
Will Marcroft Wiley Smith Ken Day
Walt Johnson *Jim Alexander Lin Hintze

Stanley

Cliff Hansen Troy Hagen Andy Gunderson
*John Fowler Bill Blount Rochelle Ahrens
Michelle Erdie

- Key Interagency Planning team members who will be participating in all planning sessions.
- ◆ The web page for the Idaho Statewide Implementation Strategy for the National Fire Plan is located at:
<http://www2.state.id.us/lands/Nat%20Fire%20Plan/Idaho%20Implementation%20Strategy/Idaho%20Implementation%20Strategy%20Home.htm>
- ◆ Idaho Statewide Implementation Strategy for the National Fire Plan – reviewed the draft Wildfire Mitigation Plan format and discussed how it complies with the guidelines.
- ◆ The Kootneai County Fire Mitigation Plan will be used as a template where possible.
- ◆ Watershed issues will be addressed in the hazard and vulnerability assessment process. Information was requested on historical post-fire watershed issues from the participants.
- ◆ GIS Maps will be complete and available for use once the Rural Addressing Project is complete.
- ◆ ERS will contact the Shoshone Bannock Tribe and invite them to participate.
- ◆ Meetings will be held with the County Commissioners prior to public meetings.
- ◆ ERS will coordinate with RC&D the use of the individual fire assessments completed on each community.

Assignments/Discussion points:

- ◆ ERS will complete the Mitigation Plan Draft and route it for review and comment by December 20, 2003.
- ◆ ERS will develop a questionnaire for routing to County residents, and Home Owner associations. As part of the public involvement process to solicit input and comments.
- ◆ A post card announcing the availability of the project information on the Web will be set out to all home owners and other interested parties prior to public meetings.
- ◆ ERS will contact Chris James for names and addresses of homeowners for questionnaire routing.
- ◆ Homeowner associations will be contacted and invited to meet as subcommittees to provide important input into the planning stages.
- ◆ ERS will develop posters announcing Public meeting sessions. These posters will be placed at strategic locations within the County prior to Public meeting sessions.
 - Public Poster Boards in Business, the Y Café, Post Offices, Village Square, Lambs Market, East Idaho Credit Union, Smiley Creek Lodge, Jerry's Country Store, Mt. Village Market,
 - Post Register, Messenger, Other News Papers as appropriate
 - Channel 8 Community Calendar
- ◆ Web Sites for Custer County, City of Challis, Chambers of Commerce
- ◆ Public Meetings are planned to be conducted the week of January 11, 2004 in Stanley, Challis, and Mackay
- ◆ ERS requested Fire Histories from the Sawtooth Fire Prevention Offices and individual Fire Departments if available.
- ◆ ERS will continue to explore the use of community web pages to transmit information to citizens.
- ◆ ERS provided copies of the Stanley Basin Fire Assessment to participants.
- ◆ Forest Service will try to determine historical suppression cost for their areas in Custer County.
- ◆ It was recommended that the FEMA Community Emergency Response Team program be implemented in the Stanley area with homeowner associations as well as the seasonal workforce.

- ◆ Discussed the placement of fire suppression storage systems in subdivisions.
- ◆ Discussed the option of inviting a representative of the Insurance Industry to participate in the public meetings.
- ◆ Discussed the need for integration between the Forest Service and the Sawtooth Valley Rural Fire Department.
- ◆ Discussed the need for integrated training, drills and exercise.
- ◆ Discussed Grants that have been applied for by Homeowners and the need for improved coordination.
- ◆ Discussed the need to examine the intentional setting of fires in the area, i.e., arson. F. S. will look into this issue and provide data if available.
- ◆ Discussed the need to improve the interface with Blaine County (recommended sending Wildfire Mitigation Plan to Blaine County when completed).
- ◆ Discussed areas not covered by any Fire District in the County.
- ◆ Discussed the need to increase coverage of some Fire Districts in the County.

The Three Key Issues for fire mitigation are:

- ◆ *Reduce Fire Loading*
- ◆ *Improve Equipment*
- ◆ *Increase available water storage*

**Fire Mitigation Planning
Final Planning Meeting
Challis
February 6, 2004**

The final planning meeting of the Custer County Wildland/Urban Fire Mitigation Interagency Planning Group was held in Challis Idaho on February 6, 2004. The meeting began 8 a.m. and was held in the Challis-Salmon Forest Service conference room.

In attendance at the meeting were the following individuals.

Name	Phone	Email	Affiliation
Wes Jones	552-2627	wjones@ida.net	ERS – Project Manager
Rick Fawcett	552-2627	fawcett@dat.com	ERS – Senior Consultant
Jeff Knudson	756-5197	Jeff_knudson@blm.gov	BLM AFMO
Scott Belknap	879-4103	sbelknap@fs.fed.us	MFRD FMO
Launna Gunderson	879-2932	launnag@custertel.net	Challis Fire
Andy Gunderson	774-2222	SVRFD@ruralnetwork.net	Sawtooth Valley Rural Fire Department
Bill Baer	879-6204	william_baer@blm.gov	Challis BLM
Ken Day	588-2274	mackaywater@cs.com	Mackay FD Assistant Chief
John Fowler	879-4321	jfowler@fs.fed.us	USFS – South Zone Fuels Spec
Rochelle Ahrens	737-3229	rahrens@fs.fed.us	Sawtooth NF Prevention
Michelle Erdie	622-8275	merdie@fs.fed.us	North Zone Fire Prevention
Troy Hagan	774-3015	thagan@fs.fed.us	NZ AFMO

The meeting format included a briefing by ERS on the status of the Mitigation Plan and the comments received to date from the Public Questionnaire. The meeting was then focused on reviewing Section 5 of the Plan, which lists in detail the mitigation implementing actions. The comments were centered on the following general issues:

- ❑ Section 5 will be revised to include 5 additional existing actions
- ❑ The Group review the current list of short-term actions, removed redundant actions and organized the remain actions into the following categories
 - Partnership Development
 - Funding and Grant Opportunities
 - Education
 - Data Collection
 - Specific Implementing Action Projects
- ❑ The long-term actions were also reviewed and organized into the same categories as stated above.
- ❑ It was recognized that some implementing actions would be ongoing programmatic issues. These types of actions will be designated as such.
- ❑ It was suggested that subcommittees be formed with appropriate individuals to address specific implementing actions rather than having the entire advisory committee work each item.
- ❑ It was suggested that all of the County Commissioners be members of the Interagency Planning Group.

- ❑ Procedural issues and actions for plan implementation and maintenance will be addressed in Section 7.
- ❑ Advisory Committee meeting frequency will be spelled out in Section 7.
- ❑ The Advisory Committee will have the responsibility to prioritize the implementing actions and work with the responsible entity to secure appropriate funding.
- ❑ It was suggested that a long-term schedule be developed for each action item linking it to the appropriate grant.
- ❑ The Interagency Planning Group will provide final comments on the Plan via email by 2/11/04.
- ❑ ERS will revise the Plan based on the comments from the meeting and any additional comments received on 2/11/04.
- ❑ ERS will provide a hard copy of the Plan to each Commissioner for final review prior to the Plan being submitted to them at their February 23rd Meeting.
- ❑ The Group will submit the Final Plan at the County Commission Meeting on February 23rd, 2004 at 11:00 A.M.